

CALDICOT TOWN COUNCIL

Minutes of an Extraordinary Meeting of the Town Council held on Thursday 13 March 2025 at 6.30pm at the Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA.

Present: Cllr M. Mitchell (Mayor), Cllr F. Rowberry (Deputy Mayor), Cllr C. Cochran, Cllr W. Coniff, Cllr J. Higginson, Cllr A. Mayo, Cllr G. Owen, Cllr R. Shillabeer, Cllr P. Strong,

Also Present: M. Tredwin (Part Meeting)
P. Egan (One Voice Wales)

209/2024-25 Apologies for Absence

Apologies for absence were received from Cllr J. Bond, Cllr J. Davies, Cllr A. Easson, Cllr R. Grumbach, Cllr A. Lewis, Cllr R. Wilsher and Cllr J. Woodfield.

210/2024-25 Declarations of Interest

There were no declarations of interest received.

211/2024-25 Public Question Time and Participation

There were no members of the public in attendance.

212/2024-25 Minutes

RESOLVED that: The minutes of the full Council meeting held on 26 February 2025 be approved.

213/2024-25 Exclusion of the Press and the Public

RESOLVED that: In view of the confidential nature of the business about to be transacted, the press and the public be excluded from the remainder of the meeting as their presence would be prejudicial to the public interest.

214/2024-25 Staffing Matters

The Council considered a range of confidential staffing matters. A statement from the Town Clerk was circulated to those members present which he read out to the meeting. The statement included a range of concerns that he wished to bring to the attention of the Council. After reading the statement, he left the meeting and did not return.

A statement from a councillor who was not present at the meeting was read out by Paul Egan for the information of members. The statement raised concerns relating to governance, health and safety as well as a number of staffing concerns. The mayor considered that the concerns about governance would need further consideration noting that the Chairs of the referenced committees would have requested the Clerk to arrange meetings if there was business to be transacted and in any event any member could have liaised with the Committee Chairs about the need to arrange the meetings.

The mayor had prepared a statement giving details of the background relating to the request by five councillors for an extraordinary meeting to be held. In the statement she proposed a way forward in relation to the assessment of the Clerk's probationary period.

RESOLVED that:

- a) The matters raised at the 13 December 2024 meeting, reported back to full Council on 29 January 2025 and at today's meeting be concluded and that no more correspondence or communication on these matters be accepted.
- b) The Clerk's probationary period to proceed in accordance with the terms of his contract of employment.
- c) Any concerns relating to personnel matters to be referred in future to the Personnel Committee and not the full Council for consideration.
- d) Any concerns expressed to the Personnel Committee to be supported by relevant evidence.

(These resolutions were unanimously approved).

215/2024-25 Date of Next Council Meeting

The next Council meeting would be held on 26 March 2025 at 6.30pm.